

**MINUTES  
COMMISSIONERS OF BRIDGEVILLE  
October 10, 2016 – 7:00 P.M.  
TOWN HALL**

**I. CALL TO ORDER**

The meeting was called to order at 7:00 P.M. by President Pat Correll. Present: Commissioners Timothy Banks, Tom Carey, Sharon McDowell, Lawrence Tassone, Town Manager Jesse Savage and Solicitor Dennis Schrader.

**II. QUORUM PRESENT**

President Correll reported a quorum was present to discuss Bridgeville Town business. The meeting began with the Pledge of Allegiance and Prayer.

**III. APPROVAL OF AGENDA**

Motion to approve the Agenda – Tassone; 2<sup>nd</sup> – McDowell; motion carried.

**IV. APPROVAL OF MINUTES**

Motion to approve Minutes from September 12<sup>th</sup> meeting – Tassone; 2<sup>nd</sup> – McDowell; motion carried.

**V. CORRESPONDENCE**

There was no Correspondence to consider at this meeting.

**VI. APPROVAL OF FINANCIAL STATEMENTS AND BILLS PAYABLE**

Balance Sheet – September

General Fund – \$2,420,808 (increase of \$1,682,283 from last month)

All Accounts – \$3,744,338 (increase of \$1,692,542)

Accounts Receivable – \$145,829

Budget Report Target – 25% (3 months into budget year)

Income – \$1,166,599 (Income at 44% of budget)

Expenses – \$587,800 (Expenses at 22% of budget)

Net Income – \$578,799

Accounts Payable

Bills – \$24,453

Expected Expenses – \$147,500 (including health insurance payroll, utilities, etc.)

Total estimated amount to be approved – \$171,953

Motion to pay the bills as presented – Tassone; 2<sup>nd</sup> – McDowell; motion carried.

**VII. TOWN REPORTS**

The Town has submitted an application to DNREC to re-finance the Town's wastewater loans from USDA. Per our Charter, if we decrease the interest without lengthening the term, we can avoid a Referendum. The Advisory Council has approved Bridgeville's application and Secretary Small must sign-off. We have been offered a 2% interest rate (down from 4-1/2%) – a savings of \$10's of thousands in debt service each year.

Delmarva Power will provide free installation of lights for the Bike Path; the monthly lighting bill will be paid by the Town. We appreciate Street Superintendent Passwaters pursuing the lighting issue.

Corporal McGown advised Bridgeville's two Police Cadets are doing well at the Academy.

Per President Correll, Bridgeville is ranked #6 on the "Delaware Safe Towns" list (last year #3). She assured residents that the ranking change is not indicative of Bridgeville's safety. The ranking is based on the entire 19933 zip code, which includes areas of high crime outside Bridgeville limits.

Commissioner Carey questioned the Police Report concerning graffiti. Corporal McGown advised a garage was spray painted on Walnut St. and Cherry Alley and an arrest made, involving juveniles. Commissioner Carey questioned if the Police are seeing more incidents. Corporal McGown advised graffiti has not been a significant problem for the Bridgeville Police.

Commissioner Tassone questioned Greenwood's wastewater dropping to 21%. Town Manager Savage advised it was due to two significant rain events, with an inflow & infiltration issue to pursue with smoke testing.

Commissioner Tassone questioned whether Rauch Associates had fixed I and I issues on Amanda's Teal Dr. and other locations at Heritage Shores last year. They did what they could; however, issues remain. During a large rain event, most of the water flow comes from there.

President Correll advised the old building on Church St. (owned by Mt. Calvary United Methodist Church) has been demolished.

## **VIII. CITIZENS PRIVILEGE**

Tina and Shane Abbott from 200 Walnut St. have sent the Town Manager and Solicitor letters concerning an incident at their home on September 29<sup>th</sup>. A large tree limb fell down on their property, damaging two vehicles. A limb also broke a storm window on their home. They believe the trees are located within the Town right-of-way and are the Town's responsibility. Town Manager Savage and Town Solicitor Schrader agreed that the issue should be forwarded to the insurance companies for review.

Mr. Kenny McDowell from 408 Laws St. expressed concern about continuing issues on Walnut St., discussed at previous meetings. The fence has fallen down; there are trailers parked out front and an abundance of trash. Code Enforcement Officer Butler continues to fine the owner. Mr. McDowell believes there are important safety issues involved.

## **IX. OLD BUSINESS**

### **A. EDC Recommendation – Sidewalk Maintenance & Repair**

The Commissioners considered the Economic Development Committee's recommendation to replace/upgrade sidewalks on Market Street, during the August Commission meeting. Town Manager Savage was asked to survey other Towns concerning their policy. The overwhelming majority was not in favor of the idea; they believe property owners are responsible except for Town-owned sidewalks. The consensus is to not change or start a precedent. The issue was tabled.

**B. Street Sweeper – Approval to Sell**

The Town Commission approved the sale of the street sweeper at our asking price of \$75,000. We currently contract-out street sweeping.

Motion to sell the street sweeper for \$75,000 – Tassone; 2<sup>nd</sup> – Banks; motion carried. Town Manager Savage will provide a list of suggested use of the money from the sale of the street sweeper.

**X. NEW BUSINESS**

**A. Celebration of Halloween – October 31<sup>st</sup>, 6:00-8:00 PM**

Motion to celebrate Halloween on October 31<sup>st</sup>, with Trick-or-Treating from 6:00-8:00 PM and a Halloween Party at the Historical Society Park at 8:00 P.M., sponsored by the Lions and Lioness Clubs – Tassone; 2<sup>nd</sup> – McDowell; motion carried.

**B. Resolution to Appoint a Dangerous Building Committee to Inspect 410-412 Market St.**

The Town has received 2 letters requesting the appointment of a Dangerous Building Inspection Committee to consider 410-412 Market St. Per Town Code, two Commission members will serve, as well as two at-large members.

Solicitor Schrader advised this is in compliance with state law. If the dilapidated property is declared hazardous, it is torn down and the cost becomes a lien against the property. The Town is moving forward with the Resolution due to the lack of response from the property owner, Mr. Paul Arpie.

Motion to appoint a Dangerous Building Inspection Committee to review 410-412 Market St., (comprised of Commissioners Banks and Carey and at-large members Mr. Lester Williams and Code Enforcement Officer Jerry Butler), and to adopt Resolution #R16-5 so stating the same – Tassone 2<sup>nd</sup> – McDowell; motion carried.

**C. Bike Path and Ball Lane**

**1. Construction Bid Approval**

Town Manager Savage advised a bid opening took place on September 8<sup>th</sup> for this project. Town Engineer, Mr. Jason Loar from Davis, Bowen & Friedel, Inc. has reviewed the bids and the Town has pursued CTF Funds for the project. Low bid – \$272,294 from Grassbusters Landscaping. High bid – \$456,594. The Town will pursue the state and county to fund the Bike Path. The project includes Ball Lane and will extend from the Library, pave the dirt lane that goes around the fields and meet with the Library parking lot. The path will then go to Heritage Shores. There are still issues to be worked out. Essentially, the Town has been given money for the planning stage of the project. Should funding be available, the Commissioners will continue the project.

Motion to approve the construction bid from Grassbusters in the amount of \$272,294.00 – Tassone; 2<sup>nd</sup> – McDowell; motion carried.

## **2. Engineering Proposal Approval**

Town Manager Savage advised the proposal will include Bidding, Administration and Inspection Services in the amount of \$29,000.

Motion to approve the engineering proposal – Tassone; 2<sup>nd</sup> – McDowell; motion carried.

## **XI. GOOD OF THE ORDER**

President Correll distributed copies of the Nanticoke River Report Card, to the Commissioners, which is publicized each year. There has been no significant improvement.

Commissioner Tassone and President Correll shared information concerning a building renovation (the old Cedar Academy on Rifle Range Rd) for women with young children dealing with the heroin epidemic. Trinity Trucking is sponsoring an event at Dover Downs (November 5<sup>th</sup> – 6:00 PM – Tickets \$25.00) with special speakers to raise money for the project on October 31<sup>st</sup>, sponsored by Delmarva Teen Challenge (Bob Carey) in Seaford. The project is called “House of Hope”.

President Correll reminded the Commissioners of the Apple Scrapple Festival Opening Ceremony Friday night at 6:00 P.M. and the Scrapple Sling on Saturday afternoon at 2:00 P.M.

Economic Development Committee Chairperson Ruth Skala reminded everyone EDC is offering another improvement grant with a deadline of October 12<sup>th</sup>. Response has been minimal and she asked that the Commissioners pass the word. She added a bracket is missing on one of the banners on S. Main St.

## **XII. ADJOURNMENT**

Motion to adjourn – Tassone; 2<sup>nd</sup> – McDowell; motion carried. The meeting was adjourned at 8:05 P.M.

Respectfully submitted,

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Lawrence Tassone, Commission Secretary

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Peggy Smith, Transcriptionist